

3 June 2015

# Nahaco Commission Meeting Minutes

Present: Beach Baywood, Kimberly Hadley, Tony Perrault, Chuck Lee, Chris Mayhew,  
Denis Day, Jim Trowbridge

Absent: Dick Woodward

No Alternates Seated: Alternate from Eastford Sam Asikainen has resigned

Call to order – 7:01 p.m.

**Opening comments:** Jim expressed his concern with the meeting minutes as they have been written. Specifically noting structural problems and has offered to meet with Ryan to discuss a proper format for the minutes.

Motion by Denis to table acceptance of the May minutes until the July meeting / seconded by Chuck. Beach opposed, all others CNPC members agreed.

Citizen's Participation – 2 citizens present but offered no comments

Day camp moved awaiting Jen Larkin (Camp Director) to arrive.

**Treasurers Report:** Beach presented the 5-30-2015 YTD report. Day camp has been given its own column for an understanding of the income and expenditures for Nahaco as it stands alone and for the day camp as it stands alone.

A FY report is given by Woodstock; however, a calendar year is not available. Beach will stop sending quarterly reports as Stefannik does this for both finance departments.

Current fund balance 7,541.62

Motion to accept the treasurers report: Denis, second, Tony. Approved unanimously.

Recommendations: Stefannick recommends that CNPC no longer take cash payments for rentals. Checks only. Also that only one commission member be assigned to handle cash when possible.

All checks should be made out to the Town of Woodstock with Nahaco in the memo. The Last Green Valley check went to Eastford and they will deposit the check and write one to Woodstock in the same amount.

**Rentals:** Tom Hawkins will continue to handle the rentals with the full appreciation of the commission. Beach and Kim will remain contacts for Tom.

**Festival:** Chris Mayhew reports that he has sold four tickets. Jim is also actively selling tickets. In this situation the commission acknowledges that more than one CNPC member is receiving cash. All cash will be given to Kim to record and deposit with Wdstk. The insurance rider has been paid and a copy provided to Beach. Both troop C & D have been informed of the event via letter. Clean-up of fire pits and some possibly dangerous trees will take place before the event. It is difficult to predict how many people to expect as many are planning to buy tickets at the gate.

**Day Camp:** (7:45) Jen Larkin present. Day Camp Finance: (Jim provided a written overview for the minutes) Jim met with Stefannik yesterday to discuss his letter of concern about day camp finance accountability. Beach participated. Stefannik stated that Jim's questions were good ones; that Wdstk's auditors approve of the day camp paperwork and money-handling, and that CT accounting standards are indeed being met. She indicated that Eastford's insurance policy would likely cover the handling of small amounts of cash, such as the day camp store. (Jim checked with Art Brodeur and it does). Stefannik wrote many responses directly on the letter. This letter was reviewed during our meeting.

Requests for day camp: Nurses cabin to have running water (not possible at this time) and roof repaired. There is no request for the use of the water front cabin at this time. Mattresses to be removed from the arts and crafts cabin. No rentals after June 30 for the boat cabin, nurse's cabin, or arts / crafts cabin. Dumpster needs to be on site. Hook-up water for the arts and crafts cabin.

Jim also acknowledged Jen's skillful handling of the paperwork and money, and thanked her for reviewing the letter and providing additional answers.

Kim to send a copy of the most recent rental calendar to Jen.

Docks will go in on June 30, Jen is asking for some help and a truck if possible. Chris and Jim will help.

**Long Range Planning:** Jim, acting as chair, began by saying that the ordinance creating the Nahaco Commission *requires* short and long term planning, and that funding supports the outcome of the planning. Discussion centered on possible revenue sources. Members were asked for thoughts regarding how they see the money matching the plan.

Responses:

Tony: funding, there is no way for us as a commission to run the park without tax dollars. Fundraising is difficult in many ways.

Beach: ask the towns people for a budget item / taxes.

Kim: spend what is raised through fundraising and grants.

Denis: minimize expenditures, spend what you make, reduce need for fiscal footprint.

Chuck: costs too much money to keep doing the rentals ask people what they are willing to pay. They have asked for a park without a master plan.

Chris: support from the communities, establish a relationship, fundraising and continuity within the commission.

A meeting to discuss long-range planning only will be held on June 17, 2015 at the Nahaco dining hall.

Short-range planning is tabled until the above stated meeting.

A National Parks Service grant that included planning and development help will be explored further by Kim and Chuck.

Discussion regarding Survey Monkey.com to poll the people was had. Kim will write a sample survey for further discussion.

**Caretaker / Security:** Members in agreement that a temporary person should be in the cabin until the contract has been finalized and we are ready to move forward with a more permanent solution.

Chuck, Denis and Chris will continue to work on the contract.

Comments regarding the contract can be sent to Chuck.

Kim has a refrigerator and a house propane heating unit available for the cabin.

Comments provided by Jim: Jim offered an alternative perspective: The cabin is currently viewed as compensation for a (potentially) long list of caretaker's duties. Alternately, if chores were near zero, the cabin could be appreciated for its revenue potential. For example, \$500 / mo. - \$6000 / yr. The crushing need for CRO and its money would be reduced or eliminated. Deteriorated structures could be torn down. Upkeep and repairs and thus the demand for precious resources would be greatly reduced. From a liability and fiscal perspective, this would put Nahaco in a better business position. The smaller fiscal footprint could dovetail nicely into planning. Security wise, an overnight presence in the park would be preserved.

This will be discussed further at the June 17 meeting.

**Innermost House:** Beach and Jim agree that the idea has merit. The cabin is 14' x 20' with an 8' porch. No key was available to look inside. The fire Marshall (Dick Baron) says that a woodstove is ok if it meets code. Tom Hawkins has declined to add this to the rental duties he is currently handling. This has been tabled for further discussion.

**Tax Bill Insert:** Art Brodeur said no to this idea for the following reasons; 1) it sets a precedent 2) other groups may cry foul 3) confusion may occur over town sponsorship 4) heightened Nahaco tax sensitivity in Eastford 5) a solicitation letter is a reasonable alternative via the Eastford Communicator

**Camping:** The latrine foundations measure 12' x 12' and frost wall deep. Jim said the pits could be filled with gravel, thus ensuring their safety. Eastford PW is willing to help with Brodeur's approval. If capped with concrete, these sites could support shelters if desired. The commission has agreed to filling in the holes. Jim will pursue.

**Water Tank:** This will be held off until scrap prices increase.

**Other Items Needing to Come Before the Commission:** Beach to address the smoke detectors and dumpster rental. Kim will address the roof on the nurse's cabin and taking down of three trees that pose a danger. Denis will address tree trimming and electric at the pump house. Tom Hawkins will meet with All-State Fire Equipment on June 10. Jim will address the defibrillator,

septic, clogged toilet, and meet with Dick Baron on June 11. Chris, Jim, and Chuck to do a walk around on June 5.

Broken pic-nic tables will be turned upside down.

Will check back on STEAP Grant

Kim and Beach have keys for the donation box (storage closet)

Beach provided Jim a copy of the payroll for day camp

**Citizen's Participation:** none

Motion to adjourn: Chuck, second Denis (unanimous)

Meeting adjourned at 9:16 pm